

**From:** [ServiceECF \(Law\)](#)  
**To:** [Amy L. Bellantoni](#)  
**Subject:** Proof of service receipt  
**Date:** Monday, January 03, 2022 4:51:41 PM

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JAMES E. JOHNSON  
*Corporation Counsel*

THE CITY OF NEW YORK  
**LAW DEPARTMENT**  
100 CHURCH STREET  
NEW YORK, NY 10007

JONATHAN JAY PINN  
Chief, Operations Division  
100 Church Street  
NY, NY 10007  
jpinn@law.nyc.gov

**MEMORANDUM**

TO: ALL

FROM: JONATHAN JAY PINN

DATE: NOVEMBER 4, 2020

SUBJECT: MESSAGE FROM THE NEW YORK CITY LAW DEPARTMENT  
REGARDING SERVICE OF PROCESS

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Beginning on Tuesday, June 23, 2020, the service window will be open ONLY on Tuesdays and Thursdays from 9:00am to 5:00pm. An email address remains available where the Law Department continues to temporarily accept service. The email address established for service in this period is [ServiceECF@law.nyc.gov](mailto:ServiceECF@law.nyc.gov). Please note that service will be temporarily accepted via this method only for the City of New York and entities for which the Law Department is authorized to accept service. **Service of process on individuals should continue to proceed in manner required by applicable law.**

Law Department website:  
[www.nyc.gov/law](http://www.nyc.gov/law)

**From:** [Amy L. Bellantoni](#)  
**To:** [ServiceECF \(Law\)](#)  
**Cc:** [Amy L. Bellantoni](#)  
**Subject:** Srour v. New York City, et al. 22 Civ. 3 (JPC) (KNF)  
**Date:** Monday, January 03, 2022 4:51:03 PM  
**Attachments:** [Summons ISSUED.pdf](#)  
[FILED SDNY Complaint.pdf](#)  
[FILED Civil Cover Sheet.pdf](#)  
[image002.png](#)

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Please see attached for service, the Summons, Complaint and Civil Cover Sheet in the above-referenced matter, assigned to the Hon. John P. Cronan.



**Amy L. Bellantoni**

**Phone:** 914.367.0090

**Fax:** 888.763.9761

[www.bellantoni-law.com](http://www.bellantoni-law.com)

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*Si vis pacem para bellum*